

FUNDS EXCHANGE PROGRAM

Program Administrative Guidelines:

(Updated June 2015)

1. The categories of federal aid funding that will be considered for exchange with local governments include STP Non-urban (Rural), STP Small Urban, and STP Urban.
2. The Utah Transportation Commission allows the Department annually to do a fund exchange, on a programmatic basis for the STP Non-urban funds (Rural). The programmatic funds exchange will reflect appropriate coordination with the Joint Highway Committee.
3. Funds Exchange agreements may also be approved by the Utah Transportation Commission on a project-by-project basis for other the fund types listed. Recommendations developed by staff for funds exchange will reflect the appropriate coordination with Joint Highway Committee and / or the Metropolitan Planning Organization.
4. The exchange rate will be \$0.85 state funds for \$1.00 federal funds.
5. A local match minimum of 10 percent of total project costs is required. If flexible match is offered, the details will be included in the agreement with value not to exceed UDOT average prices.
6. A cooperative agreement between the local government and the UDOT will be executed for each project detailing the funds exchange.
7. A UDOT Project Manager (PM) will be assigned to the project. Charges for UDOT PM activities will be minimal and controlled.
8. Required project documentation and performance reporting (certifications) will be detailed as part of the agreement. On site inspection at project completion is optional.

9. The exchange of funds, if approved, will be transacted in the year in which federal-aid funds are available. It is anticipated that the source of state funds available for exchange will come from the Pavement Preservation program.
10. Funds will be disbursed on a reimbursement basis. Invoices are submitted to and approved by the UDOT PM according to the cooperative agreement.
11. The construction standard will be AASHTO standards or in accordance with state law.
12. Local governments will follow their bid process in awarding contracts on 'funds exchange' projects.
13. It is the intent of the UDOT that the local entity be responsible for all aspects of the project and that the UDOT does not give any assurances or guarantees regarding the quality of work.

Approved by Utah Transportation Commission
June 26, 2015